

**Winchester Frederick County (WinFred) MPO
Draft TECHNICAL ADVISORY COMMITTEE (TAC) Meeting Minutes
April 3, 2018 - 10:00 a.m.
Frederick County Administrative Offices - First Floor Conference Room
107 N. Kent Street, Winchester, VA**

1. Administrative Items:

- a) Welcome and Introductions – Chairman Youmans welcomed everyone to the meeting.
- b) Review and approval of the March 6, 2018 Technical Advisory Committee Meeting Minutes – Motion to approve minutes made by Mr. Ruddy; seconded by Mr. Short. Motion carried.

2. Public Comment Period – None reported.

3. Review of the Draft FY19 Unified Planning Work Program (UPWP)

Ms. Taylor and Mr. Madera presented the Draft FY19 UPWP. Staff and the committee reviewed the work program at length. The committee recommended the following updates:

Route 7 Corridor Study – Mr. Bishop requested that this study replicate the STARS Route 11 Study. The outcome should be focused on Smart Scale projects. Mr. Eisenach suggested that the study boundary expand to Fort Collier Road.

North Winchester Study – Mr. Bishop stressed that he is concerned about scope creep in regards to the current task description. He requested the following updates: expand scope to Snowden Drive and Old Charlestown Road; Lenoir Drive should not be rolled into the larger North Winchester Study – should be a separate project with a clearly defined scope. He stated that analysis of Welltown Road and Crown Cork and Seal and their accessibility to Route 11 are important to Frederick County’s Transportation Committee Chairman.

Metropolitan Transportation Study – Mr. Short stated that VDOT staff will assist with supplying data for this study which in return will aid in lowering costs. NSVRC will engage the GIS Planner which will also lower costs.

Mr. Bishop requested that staff provide a project timeline spreadsheet for each of the studies. This will keep TAC informed on project status.

Mr. Short requested that the WinFred MPO website be revamped. Ms. Taylor will serve as the project manager for this task.

Staff will present the draft UPWP to the Policy Board in April for information only and no action requested.

Staff will make the requested updates to the draft UPWP and present at the May TAC meeting.

4. Upcoming Meeting Schedule (MPO Meetings are held at the Frederick County Administrative Offices):

- Project Steering Meeting: TBA
- Policy Board: April 18, 2018
- Technical Advisory Committee: May 1, 2018

5. VDOT/DRPT/Staff Updates – None reported.

6. Other Business – Mr. Davis presented information on the General Assembly’s legislation in regards to I-81.

Meeting adjourned at 10:45 a.m.

Glossary of Acronyms

CAC- Citizen Advisory Committee- Serves as an advisory committee to the MPO Policy Board to solicit public input and provide citizen perspective on MPO projects. Conducts public hearings and public input sessions on selected projects at the direction of the Policy Board.

CLRP – Constrained Long Range Plan – A fiscally-constrained list of projects drawn from the Vision Plan element of the LRTP. All CLRP projects must have an estimated cost and a revenue source identified.

CMAQ- Congestion Mitigation and Air Quality Improvement (CMAQ) Program was implemented to support surface transportation projects and other related efforts that contribute air quality improvements and provide congestion relief.

FHWA - Federal Highway Administration - Within the US Department of Transportation, FHWA is responsible for highway issues, including federal laws and regulations related to metropolitan transportation planning.

FTA - Federal Transit Administration- within the US Department of Transportation, FTA is responsible for public transit issues, including federal laws and regulations related to metropolitan transportation planning.

FTA Section 5303 Funds - This program supports transit planning expenses to support cooperative, continuous, and comprehensive planning for making transportation investment decisions in metropolitan planning areas.

FTA Section 5310 - Transportation for Elderly Persons and Persons with Disabilities - The goal of the Section 5310 Program is to provide assistance in meeting the special transportation needs of elderly persons and persons with disabilities. The program is designed to supplement other FTA or assistance programs by funding transportation projects for elderly person and persons with disabilities in all areas – urbanized, small urban, and rural.

HSIP - Highway Safety Improvement Program - The overall purpose of this program is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads through the implementation of infrastructure-related highway safety improvements.

LRTP- Long Range Transportation Plan- Developed and approved by the MPO, the LRTP is a regional plan that includes all transportation projects and programs that the MPO realistically anticipates can be implemented over the next 25 years. LRTP's may include a VISION PLAN, which is a list of all projects (a "wish list"), but must also include a CLRP. In order to receive federal funding, transportation projects must be included in the LRTP and the TIP.

The FAST Act - On December 4, 2015, President Obama signed the Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) into law—the first federal law in over a decade to provide long-term funding certainty for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs. The FAST Act maintains our focus on safety, keeps intact the established structure of the various highway-related programs we manage, continues efforts to streamline project delivery and, for the first time, provides a dedicated source of federal dollars for freight projects. With the enactment of the FAST Act, states and local governments are now moving forward with critical transportation projects with the confidence that they will have a federal partner over the long term.

NHPP- National Highway Performance Program - The NHPP provides support for the condition and performance of the National Highway System (NHS), for the construction of new facilities on the NHS, and to ensure that investments of Federal-aid funds in highway construction are directed to support progress toward the achievement of performance targets established in a State's asset management plan for the NHS.

STP Funds – Surface Transportation Program funds are Federal Funds disbursed through State DOT's for Surface Transportation projects.

TAC- Technical Advisory Committee- Serves in an advisory capacity to the Policy Board of the MPO. The TAC works with MPO staff to formulate the UPWP, the LRTP, and provides technical review and assistance on numerous MPO projects undertaken as called out in the UPWP.

TIP - Transportation Improvement Program - Approved by the MPO Policy Board, it is a list of projects and programs that will be implemented over the next six years. In order to receive federal funding, transportation projects must be included in the Constrained Long Range Plan and the TIP. Amendments are major changes to a project included in the CLRP, TIP or STIP that are not Administrative Modifications.

UPWP – Unified Planning Work Program- MPOs must adopt and implement an annual work program and budget known as the Unified Planning Work Program (UPWP). The UPWP identifies all activities to be undertaken by the MPO during the fiscal year which begins July 1st and ends the following June 30th.

VDOT - Virginia Department of Transportation - Agency responsible for statewide transportation facility planning, construction, and maintenance. VDOT is separate from the Virginia Department of Rail and Public Transportation (VDRPT).